

State of Arizona Naturopathic Physicians Medical Board Medical License Renewal Form

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*****IMPORTANT NOTICE *****

DO NOT ATTEMPT TO RENEW YOUR LICENSE ON LINE. DUE TO RECENT CHANGES IN THE LAW THAT REQUIRE COPIES OF PROOF OF LICENSING ELIGIBILITY TO BE SUPPLIED TO THE BOARD, ON LINE RENEWALS ARE NOT BEING OFFERED AT THIS TIME.

YOU MUST ALLOW AT LEAST 30 DAYS FOR THE RENEWAL PROCESS: Please write in legible format. Non legible or incomplete forms will be returned and cause a delay in the processing

Primary Location Renewal fee \$260.00 Any Additional Locations: \$20.00 fee for each location

Per A.R.S. 32-1508.

- A. A person who holds a license or certificate pursuant to this chapter **shall display that document in a conspicuous place** that is accessible to view by the public.
- B. A person who practices, conducts affairs or is employed **at more than one location** and who maintains a continuing activity as authorized by the license or certificate, **shall display a duplicate of that document** issued by the board at each location.

A late fee of \$165.00 will be assessed if the application and payment is not post marked by 12/31/2008.

Waiting until the last minute will only delay the processing of your license. Please keep this in mind if you are required to have a copy of your renewed license for insurance or supplement purchases by January 2009.

Physician's Name: _____ (Required)

Physician's Arizona Naturopathic Medical License Number: _____ - _____ Date of Issuance: ____/____/____ (Required)

SS NUMBER: _____ - _____ - _____ EMAIL ADDRESS: _____ (Required)

IN AN **EFFORT** TO KEEP BOARD COSTS AT A MINIMUM AND LICENSING FEES FROM INCREASING, IN THE FUTURE, THE BOARD WILL BE EMAILING RENEWAL FORMS and APPROPRIATE BOARD CORRESPONDENCE TO OUR LICENSEES. **MAKE SURE THE BOARD HAS YOUR CURRENT EMAIL ADDRESS.**

Primary Practice Name and Full address: _____

_____ Ste. # _____ (City) _____ (State) _____

(Zip) _____ (Phone Number) _____ (FAX Number) _____

List ALL Additional Practice Location(s): ____ Check here if you have more than two practice locations. If you have more than two locations, please attach the required name, address, telephone number and fax number to this document.

Secondary Practice Name and Full address: _____

_____ Ste. # _____ (City) _____ (State) _____

(Zip) _____ (Phone Number) _____ (FAX Number) _____

Physician's Home Address: _____

_____ (City) _____ (State) _____ (Zip) _____

Home Phone Number: () _____ Cell Phone Number () _____

You are required to answer each of the following questions. Within the last year;

1. Were you arrested or charged with any criminal act? ___ Yes ___ No
2. Did any licensing agency or board, other than the State of Arizona Naturopathic Physicians Medical Board, initiate or take any action against any license or certificate that is or was held by you? ___ Yes ___ No
3. Were you named in any malpractice suit? ___ Yes ___ No
4. Were you convicted of any criminal act? ___ Yes ___ No

If you answered YES to any of the above questions (1- 4), you are required to provide full information to the Naturopathic Physicians Medical Board by submitting a **written statement regarding the matter.**

***** IMPORTANT NEW REQUIREMENT FOR RENEWAL OF MEDICAL LICENSE *****

YOU MUST SUBMIT A COPY OF DOCUMENTATION FROM LIST A OR LIST B
NO ONE IS EXCLUDED

Federal law, 8 U.S.C. § 1641, and state law, A.R.S. § 1-501, require documentation of citizenship or nationality for licensure. If the documentation does not demonstrate that the applicant is a United States citizen, national, or a person described in specific categories, the applicant will not be eligible for licensure in Arizona. ***See attached list A and B ***

Citizen Status Declaration: Are you a United States Citizen? Yes___ No___ Attach a legible copy of the front and the back (if any) of a document from the attached **List A** that demonstrates U.S. citizenship.

If you answered NO to this question then complete the question below

Alien Status Declaration: Are you a legal resident authorized to work in the United States? Yes_____ No_____ Attach a legible copy of the front and the back (if any) of a document from the attached **List B** that evidences your status A.R.S. §1-501.

I have submitted a copy of _____ in order to fulfill the documentation requirement as outlined in 41-1080. I understand that failure to supply this documentation will result in a delay and possible licensure revocation.

Signature: _____ **(Required)**

CME Requirements: Continuing Medical Education consisting of thirty (30) credit hours of approved CME education activities. Ten (10) credit hours shall be in pharmacology as it relates to the diagnosis, treatment or prevention of disease. CME hours will only be accepted if they fall under the guidelines as outlined in R4-18-205 The Licensee shall provide to the Board proof (verified under oath by licensee) of continuing medical education when requested by the Board. (DO NOT send CME proof along with your renewal form, UNLESS YOU ARE BEING AUDITED.) AUDIT NOTIFICATION WILL BE MAILED OR EMAILED TO YOU IN THE FORM OF A LETTER FROM THE BOARD. The requirements of CME described shall not apply to a licensee if the year of graduation *is the same* as the initial year of licensing. **SIGNATURE REQUIRED BY ONE OF THE FOLLOWING STATEMENTS THAT APPLIES TO YOU.**

I GRADUATED and my initial license was ISSUED by the Board in 2008. I am not required to comply with the continuing medical education requirements until 2009 (**This only applies to students who have recently graduated, doctors who are newly licensed by endorsement from another state will still be required to comply with the CME requirements.**)

Signature: _____

I verify under my oath that in 2008, I have or will complete not less than thirty (30) hours of continuing medical education, that I have, or will have in my possession the necessary documents to prove that I am in compliance with the continuing education rule R4-18-205; and that I will maintain the documents in my possession for three years.

Signature: _____

As of January 1, 2009, I am requesting retirement of my license in the State of Arizona to practice naturopathic medicine. I understand that in requesting retirement of my license and per A.R.S. 32-1528 If a retired physician engages in the practice of naturopathic medicine, the physician is subject to the same penalties that are imposed under this chapter on a person who practices naturopathic medicine without a license or without being exempt from licensure. No Licensure fee or CME is due.

Signature: _____

(REQUIRED) You are required to attest to this annual renewal application.

I, the undersigned, do hereby attest that I am the physician named in this renewal; that all answers, facts and statements that are provided for in this Annual Renewal of Licensure are true and correct, and, that I am not omitting any information which may be of value to the Arizona Naturopathic Physicians Medical Board in considering this application for annual renewal of license to practice Naturopathic Medicine in Arizona.

Date: ____/____/____ Signature: _____

Licensure Renewal Check Sheet

You must allow **at least** 30 days for processing of your renewal. If you wait until the end of December to renew your license, it will not be processed until 2009. **Licensure renewals are processed in the order they are received.** Incomplete or non legible forms will be returned to the applicant and will cause a delay in the processing.

DID YOU:

1. _____ Complete the renewal form, making sure all required information is provided in legible format, and signature is provided in all areas that require signature. Submitting an application that is not complete, or not legible, will cause delays in the renewal process
2. _____ Include all applicable fees, Primary Location Renewal fee \$260.00
Any Additional Locations: \$20.00 fee for each location You must provide a fee for your licensure renewal, any additional location(s) and any duplicate certificate(s) to dispense.
(Not- for profit locations still require a fee for licensure.)
3. _____ **IF POST MARKED AFTER DECEMBER 31, 2008.** You must include a late fee of \$165.00. If you do not renew your license with 60 days of the expiration date, your license will **automatically expire**.
4. _____ List ALL additional locations and include \$20.00 for *each* additional location. *Please remember, if you are requesting a license for a new location, and you need a certificate to dispense for that location as well, include a request for the certificate and an additional fee of \$20.00 for the certificate.*
5. _____ **IF YOU ARE BEING AUDITED.** a letter would have been included with your renewal form, or mailed to you separately. You will need to provide proof of 30 hours of CME. It is the responsibility of the physician to make sure the CME you provide the Board, falls under the acceptable guidelines. If you are unsure what will be accepted by the Board for CME, visit our website www.aznd.gov under rules.
6. _____ Provide a copy of proof Citizen/Alien Status Declaration. **NO ONE IS EXCLUDED**

If you have any questions, please contact us by email at Gail.anthony@aznd.gov

EVIDENCE OF U.S. CITIZENSHIP, U.S. NATIONAL STATUS, OR ALIEN STATUS

LIST A: U.S. CITIZEN OR U.S. NATIONAL

Note: In this List, the term “Service” refers to the U.S. Citizenship and Immigration Service, formerly, the U.S. Immigration and Naturalization Service (INS).

[Source: Proposed Rules, Verification of Eligibility for Public Benefits, 8 CFR §104.23; 63 FR 41662-01 August 4, 1998); and Interim Guidance of Verification of Citizenship, Qualified Alien Status and Eligibility Under Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (“Interim Guidance”), 62 FR 61344 (Nov. 17, 1997), Attachment 4]

Evidence showing U.S. citizen or U.S. national status includes the following:

a. Primary Evidence:

- (1) An Arizona driver license issued after 1996 or an Arizona nonoperating identification license issued after 1996
- (2) A birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction);
- (3) United States passport;
- (4) A foreign passport with a United States visa.
- (5) A United States citizenship and immigration services employment authorization document or refugee travel document.
- (6) Report of birth abroad of a U.S. citizen (FS-240) (issued by the Department of State to U.S. citizens);
- (7) Certificate of Birth (FS-545) (issued by a foreign service post) or Certification of Report of Birth (DS-1350), copies of which are available from the Department of State;
- (8) Form N-561, Certificate of Citizenship;
- (9) Form I-197, United States Citizen Identification Card (issued by the Service until April 7, 1983 to U.S. citizens living near the Canadian or Mexican border who needed it for frequent border crossings) (formerly Form I-179, last issued in February 1974);
- (10) Form I-873 (or prior versions), Northern Marianas Card (issued by the Service to a collectively naturalized U.S. citizen who was born in the Northern Mariana Islands before November 3, 1986);
- (11) Statement provided by a U.S. consular official certifying that the individual is a U.S. citizen (given to an individual born outside the United States who derives citizenship through a parent but does not have an FS-240, FS-545, or DS-1350); or
- (12) Form I-872 (or prior versions), American Indian Card with a classification code "KIC" and a statement on the back identifying the bearer as a U.S. citizen (issued by the Service to U.S. citizen members of the Texas Band of Kickapoos living near the U.S./Mexican border).
- (13) A tribal or bureau of Indian affairs affidavit of birth.

[Source: Interim Guidance of Verification of Citizenship, Qualified Alien Status and Eligibility Under Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (“Interim Guidance”), 62 FR 61344 (Nov. 17, 1997), Attachment 4]

b. Secondary Evidence

If the applicant cannot present one of the documents listed in (a) above, the following may be relied upon to establish U.S. citizenship or U.S. national status:

- (1) Religious record recorded in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction) within three 3 months after birth showing that the birth occurred in such jurisdiction and the date of birth or the individual's age at the time the record was made;
- (2) Evidence of civil service employment by the U.S. government before June 1, 1976;
- (3) Early school records (preferably from the first school) showing the date of admission to the school, the applicant's date and U.S. place of birth, and the name(s) and place(s) of birth of the applicant's parents(s);
- (4) Census record showing name, U.S. nationality or a U.S. place of birth, and applicant's date of birth or age;
- (5) Adoption finalization papers showing the applicant's name and place of birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction), or, when the adoption is not finalized and the state or other U.S. jurisdiction listed above will not release a birth certificate prior to final adoption, a statement from a State-or jurisdiction-approved adoption agency showing the applicant's name and place of birth in one of such jurisdictions, and stating that the source of the information is an original birth certificate;
- (6) Any other document that establishes a U.S. place of birth or otherwise indicates U.S. nationality (e.g., a contemporaneous hospital record of birth in that hospital in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (unless the applicant was born to foreign diplomats residing in such a jurisdiction);

c. Collective Naturalization

If the applicant cannot present one of the documents listed in (a) or (b) above, the following will establish U.S. citizenship for collectively naturalized individuals:

Puerto Rico:

- Evidence of birth in Puerto Rico on or after April 11, 1899 and the applicant's statement that he or she was residing in the U.S., a U.S. possession or Puerto Rico on January 13, 1941; or
- Evidence that the applicant was a Puerto Rican citizen and the applicant's statement that he or she was residing in Puerto Rico on March 1, 1917 and that he or she did not take an oath of allegiance to Spain.

U.S. Virgin Islands:

- Evidence of birth in the U.S. Virgin Islands, and the applicant's statement of residence in the U.S., a U.S. possession or the U.S. Virgin Islands on February 25, 1927;
- The applicant's statement indicating resident in the U.S. Virgin Islands as a Danish citizen on January 17, 1917 and residence in the U.S., a U.S. possession or the U.S. Virgin Islands on February 25, 1927, and that he or she did not make a declaration to maintain Danish citizenship; or
- Evidence of birth in the U.S. Virgin Islands and the applicant's statement indicating residence in the U.S., a U.S. possession or territory or the Canal Zone on June 28, 1932.

Northern Mariana Islands (NMI) (formerly part of the Trust Territory of the Pacific Islands (TTPI)):

- Evidence of birth in the NMI, TTPI citizenship and residence in the NMI, the U.S., or a U.S. territory or possession on November 3, 1986 (NMI local time) and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time);
- Evidence of TTPI citizenship, continuous residence in the NMI since before November 3, 1981 (NMI local time), voter registration prior to January 1, 1975 and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time); or
- Evidence of continuous domicile in the NMI since before January 1, 1974 and the applicant's statement that he or she did not owe allegiance to a foreign state on November 4, 1986 (NMI local time). Note: If a person entered the NMI as a nonimmigrant and lived in the NMI since January 1, 1974, this does not constitute continuous domicile and the individual is not a U.S. citizen

d. Derivative Citizenship

If the applicant cannot present one of the documents listed in a or b above, the following may be used to make a determination of derivative U.S. citizenship:

Applicant born abroad to two U.S. citizen parents: Evidence of the U.S. citizenship of the parents and the relationship of the applicant to the parents, and evidence that at least one parent resided in the U.S. or an outlying possession prior to the applicant's birth.

Applicant born abroad to a U.S. citizen parent and a U.S. non-citizen national parent: Evidence that one parent is a U.S. citizen and that the other is a U.S. non-citizen national, evidence of the relationship of the applicant to the U.S. citizen parent, and evidence that the U.S. citizen parent resided in the U.S., a U.S. possession, American Samoa or Swain's Island for a period of at least one year prior to the applicant's birth

Applicant born out of wedlock abroad to a U.S. citizen mother: - Evidence of the U.S. citizenship of the mother, evidence of the relationship to the applicant and, for births on or before December 24, 1952, evidence that the mother resided in the U.S. prior to the applicant's birth or, for births after December 24, 1952, evidence that the mother had resided, prior to the child's birth, in the U.S. or a U.S. possession for a period of one year.

Applicant born in the Canal Zone or the Republic of Panama:

- A birth certificate showing birth in the Canal Zone on or after February 26, 1904 and before October 1, 1979 and evidence that one parent was a U.S. citizen at the time of the applicant's birth; or
- A birth certificate showing birth in the Republic of Panama on or after February 26, 1904 and before October 1, 1979 and evidence that at least one parent was a U.S. citizen and employed by the U.S. government or the Panama Railroad Company or its successor in title.

In all other situations in which an applicant claims to have a U.S. citizen parent and an alien parent, or claims to fall within one of the above categories, but is unable to present the listed documentation:

- If the applicant is in the U.S., the applicant should contact the local U.S. Citizenship and Immigration Service office for determination of U.S. citizenship;
- If the applicant is outside the U.S., the applicant should contact the State Department for a U.S. citizenship determination.

e. Adoption of Foreign-Born Child by U.S. Citizen

- If the birth certificate shows a foreign place of birth and the applicant cannot be determined to be a naturalized citizen under any of the above criteria, obtain other evidence of U.S. citizenship;
- Because foreign-born adopted children do not automatically acquire U.S. citizenship by virtue of adoption by U.S. citizens, the applicant should contact the local U.S. Citizenship and Immigration Service office for a determination of U.S. citizenship, if the applicant provides no evidence of U.S. citizenship.

f. U.S. Citizenship By Marriage

A woman acquired U.S. citizenship through marriage to a U.S. citizen before September 22, 1922. Provide evidence of U.S. citizenship of the husband, and evidence showing the marriage occurred before September 22, 1922.

Note: If the husband was an alien at the time of the marriage, and became naturalized before September 22, 1922, the wife also acquired naturalized citizenship. If the marriage terminated, the wife maintained her U.S. citizenship if she was residing in the U.S. at that time and continued to reside in the U.S.

**LIST B: QUALIFIED ALIENS, NONIMMIGRANTS, AND ALIENS PAROLED
INTO U.S. FOR LESS THAN ONE YEAR**

The documents listed below that are registration documents are indicated with an asterisk ("*").

a. "Qualified Aliens"

Evidence of "Qualified Alien" status includes the following:

- *I-94 Form with a photograph

Alien Lawfully Admitted for Permanent Residence

- *Form I-551 (Alien Registration Receipt Card, commonly known as a "green card"); or
- Unexpired Temporary I-551 stamp in foreign passport or on *I Form I-94.

Asylee

- * Form I-94 annotated with stamp showing grant of asylum under section 208 of the INA;
- *Form I-688B (Employment Authorization Card) annotated "274a.12(a)(5)";
- * Form I-766 (Employment Authorization Document) annotated "A5";
- Grant letter from the Asylum Office of the U.S. Citizenship and Immigration Service; or
- Order of an immigration judge granting asylum.

Refugee

- * Form I-94 annotated with stamp showing admission under § 207 of the INA;
- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(3)"; or
- * Form I-766 (Employment Authorization Document) annotated "A3"

Alien Paroled Into the U.S. for a Least One Year

- * Form I-94 with stamp showing admission for at least one year under section 212(d)(5) of the INA. (Applicant cannot aggregate periods of admission for less than one year to meet the one-year requirement.)

Alien Whose Deportation or Removal Was Withheld

- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(10)";
- * Form I-766 (Employment Authorization Document) annotated "A10"; or
- Order from an immigration judge showing deportation withheld under §243(h) of the INA as in effect prior to April 1, 1997, or removal withheld under § 241(b)(3) of the INA.

Alien Granted Conditional Entry

- * Form I-94 with stamp showing admission under §203(a)(7) of the INA;
- * Form I-688B (Employment Authorization Card) annotated "274a.12(a)(3)"; or
- * Form I-766 (Employment Authorization Document) annotated "A3."

Cuban/Haitian Entrant

- * Form I-551 (Alien Registration Receipt Card, commonly known as a "green card") with the code CU6, CU7, or CH6;
- Unexpired temporary I-551 stamp in foreign passport or on * Form I-94 with the code CU6 or CU7; or
- Form I-94 with stamp showing parole as "Cuba/Haitian Entrant" under Section 212(d)(5) of the INA.

Alien Who Has Been Declared a Battered Alien or Alien Subjected to Extreme Cruelty

- U.S. Citizenship and Immigration Service petition and supporting documentation

b. Nonimmigrant

Evidence of "Nonimmigrant" status includes the following:

- * Form I-94 with stamp showing authorized admission as nonimmigrant

c. Alien Paroled into U.S. for Less than One Year

Evidence includes:

- * Form I-94 with stamp showing admission for less than one year under section 212(d)(5) of the INA